

# Water Enterprise Fund

The Estero Municipal Improvement District (EMID) provides water utility services to customers in Foster City and the Mariner's Island area of the City of San Mateo (north of Highway 92 and East of Highway 101). Treated water is purchased exclusively from the San Francisco Water Department, a department of the San Francisco Public Utilities Commission. The water is delivered to EMID via Hetch Hetchy Reservoir distribution system with approximately 120 pounds per square inch (PSI) of pressure. EMID reduces the pressure to approximately 60 PSI operating pressure for the customers. The SFPUC treats and monitors the water quality to meet all drinking water standards. EMID also continually tests the water it distributes to assure compliance with State health standards.



EMID maintains and operates the distribution system within its boundaries. EMID maintains and operates four (4) water tanks with a total storage of 20 million gallons to provide supply storage in the event of system shutdowns or emergencies. EMID has four (4) natural gas engines with propane backup systems and two (2) electrical powered engines to pump water from the storage tanks into the distribution system. The water storage tanks and the pumping station are located at the District's Corporation Yard. EMID also maintains and operates more than 110 miles of water lines, more than 4,800 water valves, more than 1,400 fire hydrants, two water pressure reduction stations, as well as the facilities at the corporation yard. On the average, EMID customers consumed over 5 million gallons of water per day (MGD).

EMID customers are billed bi-monthly for the water services. There are two (2) components of charges in the customer bill. The customers are charged a water availability charge, which is often referred to as a meter charge because the charge is based on the size of the water meter at the property, and a consumption charge for the amount of water consumed. The water rates are reviewed annually and updated accordingly.

For further information about the EMID Water Enterprise Fund operations, please refer to the Public Works narrative included earlier in this Budget Document.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**WATER ENTERPRISE FUND**  
Annual Budget Appropriation for Fiscal Year

|   | 2008-2009           |                     | 2009-2010           |
|---|---------------------|---------------------|---------------------|
|   | APPROVED            | REVISED             | REQUESTED           |
| EMPLOYEES SERVICES  | \$ 1,465,500        | \$ 1,465,500        | \$ 1,541,560        |
| SERVICES AND SUPPLIES                                     | 4,319,642           | 4,319,642           | 4,900,278           |
| CAPITAL OUTLAY  | 5,000               | 5,000               | 5,000               |
| Subtotal (Total Department-Controlled Expenses)           | 5,790,142           | 5,790,142           | 6,446,838           |
| INTERNAL SERVICES   | 980,002             | 980,002             | 950,431             |
| Subtotal (Total Department Expenses before Reallocations) | 6,770,144           | 6,770,144           | 7,397,269           |
| REALLOCATIONS   | 771,647             | 771,647             | 795,550             |
| <b>TOTAL FOR WATER ENTERPRISE FUND</b>                    | <b>\$ 7,541,791</b> | <b>\$ 7,541,791</b> | <b>\$ 8,192,819</b> |

# DETAIL LINE ITEM REPORT

PUBLIC WORKS - WATER    Account: 401-0960-461

WATER REVENUE

| <b>Capital Outlay</b>   | Approved<br>2008-2009 | Requested<br>2009-2010 |
|---|-----------------------|------------------------|
| 401-0960-461-4385    PORTABLE FIELD DATA UNITS                        | \$5,000.00            | \$5,000.00             |
| Subtotal  | <b>\$5,000.00</b>     | <b>\$5,000.00</b>      |
| <b>Capital Outlay Total</b>   | <b>\$5,000.00</b>     | <b>\$5,000.00</b>      |
| <b>Employee Services</b>  | Approved<br>2008-2009 | Requested<br>2009-2010 |
| 401-0960-461-4110    PERMANENT SALARIES                               | \$1,053,600.00        | \$1,082,300.00         |
| Subtotal  | <b>\$1,053,600.00</b> | <b>\$1,082,300.00</b>  |
| 401-0960-461-4111    PUBLIC WORKS INTERNS                             | \$6,000.00            | \$6,000.00             |
| Subtotal  | <b>\$6,000.00</b>     | <b>\$6,000.00</b>      |
| 401-0960-461-4112    OVERTIME   | \$16,000.00           | \$16,000.00            |
| Subtotal  | <b>\$16,000.00</b>    | <b>\$16,000.00</b>     |
| 401-0960-461-4120    FRINGE BENEFITS                                  | \$389,900.00          | \$403,700.00           |
| 401-0960-461-4120    OPEB LIABILITY FUNDING                           | \$0.00                | \$33,560.00            |
| Subtotal  | <b>\$389,900.00</b>   | <b>\$437,260.00</b>    |
| <b>Employee Services Total</b>  | <b>\$1,465,500.00</b> | <b>\$1,541,560.00</b>  |
| <b>Internal Services</b>  | Approved<br>2008-2009 | Requested<br>2009-2010 |
| 401-0960-461-4544    VEHICLE REPLACEMENT - UNITS 20,21,22,23,26,27,36 | \$99,863.00           | \$102,580.00           |
| Subtotal  | <b>\$99,863.00</b>    | <b>\$102,580.00</b>    |
| 401-0960-461-4556    EQUIPMENT REPLACEMENT                            | \$551,659.00          | \$490,903.00           |
| 401-0960-461-4556    EQUIPMENT REPLACEMENT POOLED RADIOS              | \$252.00              | \$252.00               |
| Subtotal  | <b>\$551,911.00</b>   | <b>\$491,155.00</b>    |

|                   |                                     |                     |                     |
|-------------------|-------------------------------------|---------------------|---------------------|
| 401-0960-461-4557 | INFORMATION TECHNOLOGY SERVICES     | \$229,972.00        | \$230,484.00        |
|                   | Subtotal                            | <b>\$229,972.00</b> | <b>\$230,484.00</b> |
| 401-0960-461-4558 | LONGEVITY RECOGNITION BENEFITS FUND | \$1,231.00          | \$2,352.00          |
|                   | Subtotal                            | <b>\$1,231.00</b>   | <b>\$2,352.00</b>   |
| 401-0960-461-4562 | SELF INSURANCE FUND CHARGE          | \$40,000.00         | \$65,000.00         |
|                   | Subtotal                            | <b>\$40,000.00</b>  | <b>\$65,000.00</b>  |
| 401-0960-461-4569 | BUILDING MAINTENANCE                | \$57,025.00         | \$58,860.00         |
|                   | Subtotal                            | <b>\$57,025.00</b>  | <b>\$58,860.00</b>  |
|                   | <b>Internal Services Total</b>      | <b>\$980,002.00</b> | <b>\$950,431.00</b> |

| <b>Services and Supplies</b> |  | Approved<br>2008-2009 | Requested<br>2009-2010 |
|------------------------------|--|-----------------------|------------------------|
| 401-0960-461-4240            | ANNUAL WATER QUALITY REPORT - PRINTING | \$7,000.00            | \$7,000.00             |
| 401-0960-461-4240            | BOOTS AND UNIFORMS                     | \$5,300.00            | \$5,300.00             |
| 401-0960-461-4240            | COMPRESSION FITTINGS                   | \$2,000.00            | \$2,000.00             |
| 401-0960-461-4240            | HYDRANT FITTINGS AND PARTS             | \$6,500.00            | \$5,500.00             |
| 401-0960-461-4240            | METER PARTS                            | \$12,000.00           | \$12,000.00            |
| 401-0960-461-4240            | PAINT FOR HYDRANTS AND MISC. JOBS      | \$1,000.00            | \$1,000.00             |
| 401-0960-461-4240            | PIPES, CLAMPS AND PARTS                | \$14,000.00           | \$14,000.00            |
| 401-0960-461-4240            | SAFETY GEAR                            | \$700.00              | \$1,500.00             |
| 401-0960-461-4240            | SAW BLADES FOR ASPHALT/CONCRETE CUTTER | \$1,300.00            | \$1,300.00             |
| 401-0960-461-4240            | SMALL TOOLS                            | \$500.00              | \$1,500.00             |
| 401-0960-461-4240            | STAINLESS STEEL NUTS AND BOLTS         | \$2,000.00            | \$1,000.00             |
| 401-0960-461-4240            | TRENCH EXCAVATION MATERIAL             | \$6,000.00            | \$6,000.00             |
| 401-0960-461-4240            | VALVES AND METER BOXES AND LIDS        | \$16,000.00           | \$16,000.00            |
| 401-0960-461-4240            | WATER CHARTS AND MARKER PENS           | \$100.00              | \$0.00                 |
| 401-0960-461-4240            | WATER VALVES AND OPERATION NUTS        | \$3,500.00            | \$3,500.00             |
|                              | Subtotal                               | <b>\$77,900.00</b>    | <b>\$77,600.00</b>     |
| 401-0960-461-4241            | PROP 218 NOTIFICATIONS FOR WATER/SEWER | \$700.00              | \$700.00               |
|                              | Subtotal                               | <b>\$700.00</b>       | <b>\$700.00</b>        |

|                   |  |                       |                       |
|-------------------|--|-----------------------|-----------------------|
| 401-0960-461-4242 | POSTAGE FOR ANNUAL WATER QUALITY REPORT            | \$0.00                | \$2,000.00            |
| 401-0960-461-4242 | PROP 218 NOTIFICATIONS FOR WATER/SEWER             | \$1,800.00            | \$1,800.00            |
|                   | Subtotal   | <b>\$1,800.00</b>     | <b>\$3,800.00</b>     |
| 401-0960-461-4243 | BOOKS, MANUALS & TAPES                             | \$1,000.00            | \$1,000.00            |
| 401-0960-461-4243 | MISC. OFFICE SUPPLIES                              | \$1,400.00            | \$1,400.00            |
|                   | Subtotal   | <b>\$2,400.00</b>     | <b>\$2,400.00</b>     |
| 401-0960-461-4246 | AIR RELIEF VALVE REPAIR AND REPLACEMENT            | \$2,500.00            | \$1,000.00            |
| 401-0960-461-4246 | ANNUAL WATER MODEL MAINTENANCE FEE                 | \$800.00              | \$800.00              |
| 401-0960-461-4246 | MAINTENANCE OF AUTOMATIC METER READING EQUIPMENT   | \$1,200.00            | \$3,200.00            |
| 401-0960-461-4246 | MAINTENANCE OF COPY MACHINE (1/3)                  | \$1,000.00            | \$1,000.00            |
| 401-0960-461-4246 | MAINTENANCE OF PRESSURE REDUCING VALVES            | \$7,000.00            | \$5,000.00            |
| 401-0960-461-4246 | MAINTENANCE REPAIR TO WATER PUMPS/ENGINES          | \$13,000.00           | \$10,000.00           |
| 401-0960-461-4246 | MAINTENANCE REPAIRS TO 5 PORTABLE PUMPS-HYDR EQUIP | \$1,500.00            | \$1,500.00            |
| 401-0960-461-4246 | REPAIRS/SERVICE CALLS-WATER/ELECTRICAL CONROL SYS  | \$3,000.00            | \$4,000.00            |
|                   | Subtotal   | <b>\$30,000.00</b>    | <b>\$26,500.00</b>    |
| 401-0960-461-4247 | RENTAL EQUIPMENT                                   | \$2,000.00            | \$2,000.00            |
|                   | Subtotal   | <b>\$2,000.00</b>     | <b>\$2,000.00</b>     |
| 401-0960-461-4248 | CA DEPARTMENT OF HEALTH SERVICES                   | \$13,000.00           | \$13,000.00           |
| 401-0960-461-4248 | ELECTRICITY FOR WATER PUMP PLANT                   | \$20,000.00           | \$40,000.00           |
| 401-0960-461-4248 | NATURAL GAS FOR WATER PUMP PLANT                   | \$40,000.00           | \$20,000.00           |
| 401-0960-461-4248 | SFPUC WATER PURCHASE                               | \$3,956,642.00        | \$4,465,011.00        |
|                   | Subtotal   | <b>\$4,029,642.00</b> | <b>\$4,538,011.00</b> |
| 401-0960-461-4251 | ANNUAL WATER QUALITY REPORT - GRAPHICS             | \$3,000.00            | \$1,000.00            |
| 401-0960-461-4251 | BACKFLOW PREVENTION FEES, SAN MATEO COUNTY         | \$15,000.00           | \$22,000.00           |
| 401-0960-461-4251 | CATHODIC PROTECTION PROGRAM                        | \$3,000.00            | \$3,000.00            |
| 401-0960-461-4251 | CHLORINATE/INSPECT WATER TANKS                     | \$5,000.00            | \$5,000.00            |
| 401-0960-461-4251 | LANDSCAPE WATER AUDIT CONSULTANT                   | \$0.00                | \$65,000.00           |
| 401-0960-461-4251 | LEAD AND COPPER TESTING                            | \$5,000.00            | \$4,000.00            |
| 401-0960-461-4251 | POTABLE WATER LAB TESTS                            | \$20,000.00           | \$20,000.00           |

|                   |  |                       |                       |
|-------------------|--|-----------------------|-----------------------|
| 401-0960-461-4251 | SCADA MODIFICATIONS FOR EMERGENCY PREPAREDNESS | \$10,000.00           | \$10,000.00           |
| 401-0960-461-4251 | SPECIAL STUDIES                                | \$25,000.00           | \$25,000.00           |
| 401-0960-461-4251 | UNDERGROUND SERVICE ALERT/MONEY TALK           | \$1,200.00            | \$0.00                |
|                   | Subtotal                                       | <b>\$87,200.00</b>    | <b>\$155,000.00</b>   |
| 401-0960-461-4253 | AWWA DUES                                      | \$1,500.00            | \$1,500.00            |
| 401-0960-461-4253 | BAWSCA DUES AND ASSESSMENT                     | \$78,500.00           | \$84,767.00           |
|                   | Subtotal                                       | <b>\$80,000.00</b>    | <b>\$86,267.00</b>    |
| 401-0960-461-4254 | TRAVEL, CONFERENCES AND MEETINGS               | \$4,000.00            | \$4,000.00            |
|                   | Subtotal                                       | <b>\$4,000.00</b>     | <b>\$4,000.00</b>     |
| 401-0960-461-4255 | TRAINING AND CERTIFICATION                     | \$4,000.00            | \$4,000.00            |
|                   | Subtotal                                       | <b>\$4,000.00</b>     | <b>\$4,000.00</b>     |
|                   | <b>Services and Supplies Total</b>             | <b>\$4,319,642.00</b> | <b>\$4,900,278.00</b> |

### **Reallocation**

|                   |                           | Approved<br>2008-2009 | Requested<br>2009-2010 |
|-------------------|---------------------------|-----------------------|------------------------|
| 401-0960-461-4463 | ADMINISTRATIVE SERVICES   | \$101,174.00          | \$102,306.00           |
| 401-0960-461-4463 | DISTRICT BOARD            | \$27,864.00           | \$28,297.00            |
| 401-0960-461-4463 | DISTRICT LEGAL COUNSEL    | \$42,387.00           | \$42,509.00            |
| 401-0960-461-4463 | DISTRICT MANAGER          | \$126,899.00          | \$132,866.00           |
| 401-0960-461-4463 | DISTRICT SECRETARY        | \$46,791.00           | \$55,229.00            |
| 401-0960-461-4463 | FINANCIAL SERVICES        | \$282,601.00          | \$289,851.00           |
| 401-0960-461-4463 | HUMAN RESOURCES           | \$88,499.00           | \$88,859.00            |
| 401-0960-461-4463 | PW ENGINEERING            | \$55,432.00           | \$55,633.00            |
|                   | Subtotal                  | <b>\$771,647.00</b>   | <b>\$795,550.00</b>    |
|                   | <b>Reallocation Total</b> | <b>\$771,647.00</b>   | <b>\$795,550.00</b>    |
|                   | <b>WATER Total</b>        | <b>\$7,541,791.00</b> | <b>\$8,192,819.00</b>  |

# Wastewater Collection System Enterprise Funds



The Estero Municipal Improvement District (EMID) collects all wastewater flows within Foster City city limits. Collected wastewater is pumped to the jointly owned Wastewater Treatment plant in San Mateo for treatment and disposal. The EMID staff with the cooperation of the San Mateo Treatment plant staff strives to protect the health and safety of Foster City residents and to ensure the protection of the environment by effective treatment and disposal of all wastewater flows from commercial, industrial, and residential users.

EMID operates and maintains more than 63 miles of sewer pipe lines, more than 4.5 miles of sewer force mains, 49 pumping stations, 15 permanent standby generators, and four portable generators located within the collection system. Nearly 3 million gallons of wastewater is generated within Foster City each day and pumped to the EMID/ San Mateo Treatment Plant for the treatment and disposal.

EMID customers are billed bi-monthly for the sewer services. The residential customers are categorized by different classifications (Single Family, Townhouse, Duplex, Apartments). The customers within each classification pay the same flat rate. The wastewater rates are reviewed annually and updated accordingly.

Expenditures for the Wastewater Enterprise operations are accounted for in two funds:

- Wastewater Revenue (#451) – This fund accounts for the operating and maintenance expenses associated with providing wastewater collection and treatment.
- Wastewater Capital Investment Account (#455) – This fund accounts for the investment in wastewater collection system infrastructure.

For further information about the EMID Collection System (Wastewater) Enterprise Fund operations, please refer to the Public Works narrative included earlier in this Budget Document.

**DEPARTMENT SUMMARY BY DIVISION**  
**Estero Municipal Improvement District**  
**PUBLIC WORKS**  
**WASTEWATER COLLECTION SYSTEM FUND**  
Annual Budget Appropriation for Fiscal Year

|   | 2008-2009           |                     | 2009-2010           |
|---|---------------------|---------------------|---------------------|
|   | APPROVED            | REVISED             | REQUESTED           |
| EMPLOYEES SERVICES  | \$ 1,490,800        | \$ 1,490,800        | \$ 1,514,990        |
| SERVICES AND SUPPLIES                                     | 2,735,000           | 2,735,000           | 2,950,150           |
| CAPITAL OUTLAY  | 163,323             | 163,323             | 5,000               |
| Subtotal (Total Department-Controlled Expenses)           | 4,389,123           | 4,389,123           | 4,470,140           |
| INTERNAL SERVICES   | 814,990             | 814,990             | 854,389             |
| Subtotal (Total Department Expenses before Reallocations) | 5,204,113           | 5,204,113           | 5,324,529           |
| REALLOCATIONS   | 699,547             | 699,547             | 718,996             |
| <b>TOTAL FOR WASTEWATER COLLECTION SYSTEM FUND</b>        | <b>\$ 5,903,660</b> | <b>\$ 5,903,660</b> | <b>\$ 6,043,525</b> |

# DETAIL LINE ITEM REPORT

PUBLIC WORKS - WASTEWATER    Account: 451-0970-432

WASTEWATER REVENUE

| <b>Capital Outlay</b>          |   | Approved<br>2008-2009 | Requested<br>2009-2010 |
|--------------------------------|---|-----------------------|------------------------|
| 451-0970-432-4385              | PORTABLE FIELD DATA UNITS                 | \$5,000.00            | \$5,000.00             |
| 451-0970-432-4385              | RETROFIT THE CCTV UNIT                    | \$100,323.00          | \$0.00                 |
| 451-0970-432-4385              | SMALL HYDRO-FLUSH UNIT AND TRUCK RETROFIT | \$58,000.00           | \$0.00                 |
| Subtotal                       |   | <b>\$163,323.00</b>   | <b>\$5,000.00</b>      |
| <b>Capital Outlay Total</b>    |   | <b>\$163,323.00</b>   | <b>\$5,000.00</b>      |
| <b>Employee Services</b>       |   | Approved<br>2008-2009 | Requested<br>2009-2010 |
| 451-0970-432-4110              | PERMANENT SALARIES                        | \$1,046,100.00        | \$1,038,000.00         |
| Subtotal                       |   | <b>\$1,046,100.00</b> | <b>\$1,038,000.00</b>  |
| 451-0970-432-4111              | PUBLIC WORKS INTERNS                      | \$6,000.00            | \$6,000.00             |
| 451-0970-432-4111              | SUMMER TEMPORARY WORKER                   | \$14,400.00           | \$14,400.00            |
| Subtotal                       |   | <b>\$20,400.00</b>    | <b>\$20,400.00</b>     |
| 451-0970-432-4112              | OVERTIME                                  | \$16,000.00           | \$16,000.00            |
| Subtotal                       |   | <b>\$16,000.00</b>    | <b>\$16,000.00</b>     |
| 451-0970-432-4113              | STANDBY PAY                               | \$21,200.00           | \$21,200.00            |
| Subtotal                       |   | <b>\$21,200.00</b>    | <b>\$21,200.00</b>     |
| 451-0970-432-4120              | FRINGE BENEFITS                           | \$387,100.00          | \$387,200.00           |
| 451-0970-432-4120              | OPEB LIABILITY FUNDING                    | \$0.00                | \$32,190.00            |
| Subtotal                       |   | <b>\$387,100.00</b>   | <b>\$419,390.00</b>    |
| <b>Employee Services Total</b> |   | <b>\$1,490,800.00</b> | <b>\$1,514,990.00</b>  |
| <b>Internal Services</b>       |   | Approved<br>2008-2009 | Requested<br>2009-2010 |
| 451-0970-432-4544              | VEHICLE REPLACEMENT - 11 Units            | \$196,734.00          | \$213,699.00           |

|                   |                                     |                                |                     |                     |
|-------------------|-------------------------------------|--------------------------------|---------------------|---------------------|
|                   |                                     | Subtotal                       | <b>\$196,734.00</b> | <b>\$213,699.00</b> |
| 451-0970-432-4556 | EQUIPMENT REPLACEMENT               |                                | \$287,026.00        | \$280,313.00        |
| 451-0970-432-4556 | EQUIPMENT REPLACEMENT POOLED RADIOS |                                | \$252.00            | \$252.00            |
|                   |                                     | Subtotal                       | <b>\$287,278.00</b> | <b>\$280,565.00</b> |
| 451-0970-432-4557 | INFORMATION TECHNOLOGY SERVICES     |                                | \$233,272.00        | \$233,784.00        |
|                   |                                     | Subtotal                       | <b>\$233,272.00</b> | <b>\$233,784.00</b> |
| 451-0970-432-4558 | LONGEVITY RECOGNITION BENEFITS FUND |                                | \$681.00            | \$2,481.00          |
|                   |                                     | Subtotal                       | <b>\$681.00</b>     | <b>\$2,481.00</b>   |
| 451-0970-432-4562 | SELF INSURANCE FUND CHARGE          |                                | \$40,000.00         | \$65,000.00         |
|                   |                                     | Subtotal                       | <b>\$40,000.00</b>  | <b>\$65,000.00</b>  |
| 451-0970-432-4569 | BUILDING MAINTENANCE                |                                | \$57,025.00         | \$58,860.00         |
|                   |                                     | Subtotal                       | <b>\$57,025.00</b>  | <b>\$58,860.00</b>  |
|                   |                                     | <b>Internal Services Total</b> | <b>\$814,990.00</b> | <b>\$854,389.00</b> |

| <b>Services and Supplies</b> |                                     | Approved<br>2008-2009 | Requested<br>2009-2010 |                     |
|------------------------------|-------------------------------------|-----------------------|------------------------|---------------------|
| 451-0970-432-4240            | BOOTS / UNIFORMS                    | \$6,400.00            | \$6,400.00             |                     |
| 451-0970-432-4240            | CABLE/HOSES                         | \$1,000.00            | \$1,000.00             |                     |
| 451-0970-432-4240            | COATINGS                            | \$1,000.00            | \$1,000.00             |                     |
| 451-0970-432-4240            | DISPOSAL FEES FOR SANITARY SOLIDS   | \$12,000.00           | \$5,000.00             |                     |
| 451-0970-432-4240            | FIRST AID AND SAFETY SUPPLIES       | \$2,500.00            | \$2,500.00             |                     |
| 451-0970-432-4240            | GREASE REMOVER                      | \$1,000.00            | \$1,000.00             |                     |
| 451-0970-432-4240            | HYDROGEN PEROXIDE                   | \$85,500.00           | \$85,500.00            |                     |
| 451-0970-432-4240            | L/S, CONTROLS AND PUMP COMPONENTS   | \$19,000.00           | \$19,000.00            |                     |
| 451-0970-432-4240            | MISC. MAINTENANCE SUPPLIES          | \$2,500.00            | \$2,500.00             |                     |
| 451-0970-432-4240            | OIL AND DIESEL FUEL                 | \$1,500.00            | \$1,500.00             |                     |
| 451-0970-432-4240            | SEWER JET ACCESSORIES AND SUPPLIES  | \$2,000.00            | \$2,000.00             |                     |
| 451-0970-432-4240            | SMALL TOOLS                         | \$1,000.00            | \$1,000.00             |                     |
| 451-0970-432-4240            | STAINLESS STEEL BOLTS               | \$1,000.00            | \$1,000.00             |                     |
| 451-0970-432-4240            | WASTEWATER SOLIDS DISPOSAL LAB FEES | \$2,000.00            | \$2,000.00             |                     |
|                              |                                     | Subtotal              | <b>\$138,400.00</b>    | <b>\$131,400.00</b> |

|                    |  |                     |                     |
|--------------------|--|---------------------|---------------------|
| 451-0970-432-4241  | PROP 218 NOTIFICATIONS FOR WATER/SEWER             | \$700.00            | \$700.00            |
|                    | Subtotal   | <b>\$700.00</b>     | <b>\$700.00</b>     |
| 451-0970-432-4242  | PROP 218 NOTIFICATIONS FOR WATER/SEWER             | \$1,800.00          | \$1,800.00          |
|                    | Subtotal   | <b>\$1,800.00</b>   | <b>\$1,800.00</b>   |
| 451-0970-432-4243  | MISC. OFFICE SUPPLIES                              | \$2,200.00          | \$2,200.00          |
|                    | Subtotal   | <b>\$2,200.00</b>   | <b>\$2,200.00</b>   |
| 451-0970-432-4246  | ELECTRICAL REPAIRS                                 | \$2,000.00          | \$2,000.00          |
| 451-0970-432-4246  | EXTENDED SUPPORT - SCADA SOFTWARE                  | \$1,300.00          | \$1,300.00          |
| 451-0970-432-4246  | LOAD BANK TESTING (9) UNITS                        | \$7,000.00          | \$7,000.00          |
| 451-0970-432-4246  | MAINTENANCE OF COPY MACHINE (1/3)                  | \$500.00            | \$500.00            |
| 451-0970-432-4246  | MAINTENANCE OF LS 59 PUMPS                         | \$14,000.00         | \$14,000.00         |
| 451-0970-432-4246  | MANHOLES/TRAFFIC STEEL FRAME/PLATE COVERS LS       | \$2,000.00          | \$2,000.00          |
| 451-0970-432-4246  | MECHANICAL PARTS                                   | \$8,000.00          | \$8,000.00          |
| 451-0970-432-4246  | MISC. HEAVY EQUIPMENT MAINTENANCE                  | \$5,000.00          | \$5,000.00          |
| 451-0970-432-4246  | MISC. REPAIRS TO L/S GENERATORS                    | \$27,000.00         | \$27,000.00         |
| 451-0970-432-4246  | REPAIRS/MODIFICATIONS TO WASTEWATER CONVEYANCE SYS | \$10,000.00         | \$10,000.00         |
| 451-0970-432-4246  | SCADA MAINTENANCE                                  | \$10,000.00         | \$10,000.00         |
|                    | Subtotal   | <b>\$86,800.00</b>  | <b>\$86,800.00</b>  |
| 451-0970-432-4247  | RENTAL EQUIPMENT                                   | \$1,000.00          | \$1,000.00          |
|                    | Subtotal   | <b>\$1,000.00</b>   | <b>\$1,000.00</b>   |
| 451-0970-432-4248  | ENERGY COSTS (ELECTRICITY)                         | \$250,000.00        | \$225,000.00        |
| 451-0970-432-4248  | MOBILE RADIO MAINTENANCE                           | \$1,000.00          | \$1,000.00          |
|                    | Subtotal   | <b>\$251,000.00</b> | <b>\$226,000.00</b> |
| 451-0970-432-4251  | ALLOWANCE FOR MAJOR ELECTRICAL REPAIRS             | \$12,000.00         | \$12,000.00         |
| 451-0970-432-4251  | ANNUAL SM WWTP CIP PROGRAM                         | \$400,000.00        | \$500,000.00        |
| 451-0970-432-4251  | BAY AREA AIR QUALITY CONTROL BOARD PERMIT FEES     | \$4,000.00          | \$7,000.00          |
| 451-0970-432-4251  | CONTROL SYSTEM SERVICE CALLS FOR LS                | \$10,000.00         | \$10,000.00         |
| 451-0970-432-4251* | EMID SHARE OF SM WWTP (O & M) - (PC30)             | \$1,760,000.00      | \$1,900,000.00      |
| 451-0970-432-4251  | HAZARDOUS MATERIAL DISPOSAL                        | \$4,000.00          | \$4,000.00          |
| 451-0970-432-4251  | LOAD BANK TESTING (LABOR)                          | \$7,000.00          | \$7,000.00          |

|                   |  |                       |                       |
|-------------------|--|-----------------------|-----------------------|
| 451-0970-432-4251 | MISC. REPAIRS TO L/S GENERATORS (LABOR)            | \$10,000.00           | \$10,000.00           |
| 451-0970-432-4251 | SAN MATEO COUNTY HEALTH DEPARTMENT                 | \$2,500.00            | \$2,500.00            |
| 451-0970-432-4251 | SEWER FLOW METERS - INFLUENT & EFFLUENT            | \$5,000.00            | \$4,500.00            |
| 451-0970-432-4251 | SPECIAL STUDIES                                    | \$25,000.00           | \$25,000.00           |
| 451-0970-432-4251 | STATE WATER RESOURCES CONTROL BOARD                | \$1,000.00            | \$1,500.00            |
| 451-0970-432-4251 | UNDERGROUND SERVICES ALERT/MONEY TALK              | \$1,150.00            | \$0.00                |
| 451-0970-432-4251 | UST COMPLIANCE -- LS #29                           | \$750.00              | \$750.00              |
|                   | Subtotal   | <b>\$2,242,400.00</b> | <b>\$2,484,250.00</b> |
| 451-0970-432-4253 | MEMBERSHIP DUES AND SUBSCRIPTIONS                  | \$1,700.00            | \$3,000.00            |
|                   | Subtotal   | <b>\$1,700.00</b>     | <b>\$3,000.00</b>     |
| 451-0970-432-4254 | TRAVEL, CONFERENCES, MEETINGS & TECHNICAL TRAINING | \$4,000.00            | \$8,000.00            |
|                   | Subtotal   | <b>\$4,000.00</b>     | <b>\$8,000.00</b>     |
| 451-0970-432-4255 | TRAINING AND CERTIFICATION                         | \$5,000.00            | \$5,000.00            |
|                   | Subtotal   | <b>\$5,000.00</b>     | <b>\$5,000.00</b>     |
|                   | <b>Services and Supplies Total</b>                 | <b>\$2,735,000.00</b> | <b>\$2,950,150.00</b> |

### **Reallocation**

|                   |                           | Approved<br>2008-2009 | Requested<br>2009-2010 |
|-------------------|---------------------------|-----------------------|------------------------|
| 451-0970-432-4463 | ADMINISTRATIVE SERVICES   | \$101,174.00          | \$102,306.00           |
| 451-0970-432-4463 | DISTRICT BOARD            | \$27,864.00           | \$28,297.00            |
| 451-0970-432-4463 | DISTRICT LEGAL COUNSEL    | \$42,387.00           | \$42,509.00            |
| 451-0970-432-4463 | DISTRICT MANAGER          | \$126,899.00          | \$132,866.00           |
| 451-0970-432-4463 | DISTRICT SECRETARY        | \$46,791.00           | \$55,229.00            |
| 451-0970-432-4463 | FINANCIAL SERVICES        | \$210,501.00          | \$213,297.00           |
| 451-0970-432-4463 | HUMAN RESOURCES           | \$88,499.00           | \$88,859.00            |
| 451-0970-432-4463 | PW ENGINEERING            | \$55,432.00           | \$55,633.00            |
|                   | Subtotal                  | <b>\$699,547.00</b>   | <b>\$718,996.00</b>    |
|                   | <b>Reallocation Total</b> | <b>\$699,547.00</b>   | <b>\$718,996.00</b>    |
|                   | <b>WASTEWATER Total</b>   | <b>\$5,903,660.00</b> | <b>\$6,043,525.00</b>  |

# FOSTER CITY *CONNECTIONS SHUTTLE*



The Connections Shuttle includes two routes: the Blue Line and the Red Line. The Blue Line is a loop route between Bridgepointe Shopping Center, Metro Center, Charter Square, Edgewater Place Shopping Center and Sea Cloud Park. The Red Line follows the same route as SamTrans Route 251, serving Hillsdale Shopping Center, Edgewater Place Shopping Center, Charter Square, Foster City Civic Center, Marlin Cove, Beach Park Plaza, and Bridgepointe Shopping Center.

In April 2005, the City Council approved an Agreement with the Peninsula Traffic Congestion Relief Alliance (Alliance) for the Alliance to take over operational management of the Connections Shuttle. The Alliance already manages two employer-funded shuttles in Foster City. Operational management includes route adjustments, schedule, coordination with the shuttle operator, grant applications, promotional activities, and responding to the inquiries and complaints. The City has continued to be the fiscal agent for the shuttle program, including maintaining all financial records, being the contracting party for grant funding and with the shuttle operator, receiving grant funds and making payments. The City assists the Alliance with reporting, grant applications and promotional activities.

A new shuttle vendor, PCAM, began work in January 2007. The new Agreement with PCAM requires low emission vehicles in conformance with new emission requirements. In FY 2006-07, the City filed its initial and first annual vehicle emission report with the California Air Resources Board due to new regulations that now classify the City as a Transit Agency.

Average daily ridership on the Blue Line has decreased from 107 in 2007 to 100 in 2008 (-6.6%). The average daily ridership on the Red Line has increased from 197 in 2007 to 201 in 2008 (+12.1%). The total average daily ridership for both the Red and Blue Lines in 2008 was 301 and average cost per ride was \$2.09.

At its March 17, 2008 City Council meeting, the Council established an Ad Hoc Connections Shuttle Committee, composed of members from each advisory committee and the Planning Commission to study the Connections Shuttle Red Line schedule and ridership issues and to report back within a six-month period. In June of 2008, the City Council expanded the committee's study to include evaluating and assessing general transportation issues affecting Foster City, identifying funding for alternative transportation programs, and finding both long-term and short-term solutions to the issues identified. The committee presented its report and recommendations to the City Council in February 2009. Staff will bring a "Next Steps"

Implementation Plan, based upon the report and recommendations, to the City Council as part of the FY 2009-2010 budget process.

At the recommendation of the Ad Hoc Transportation Committee, the City approved the addition of a second bus to the Red Line route (and a corresponding budget increase) in order to solve service degradation, specifically in terms of on-time performance, due to the popularity and increased use of the shuttle. The proposed budget for FY 2009-10 includes the costs associated with the additional bus. In addition, an allowance has been included for fuel surcharges.

The Connections Shuttle has received 50% grant funding from the City/County Association of Governments (CCAG) under the "Local Transportation Services" component of the Countywide Congestion Relief Plan. The total projected annual cost for FY 2009-10 including the second bus for the Red Line is \$312,825, including \$303,725 for contractual services and \$9,100 in advertising and promotion. This compares to a 2008-09 amended budget of \$305,000, including \$295,900 in contractual services and \$9,100 in advertising and promotion. After 50% reimbursement by the CCAG grant, the total projected annual cost to the City for 2009-10 is \$156,400.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
CITY MANAGER  
FOSTER CITY CONNECTIONS SHUTTLE  
Annual Budget Appropriation for Fiscal Year

|   | 2008-2009         |                   | 2009-2010         |
|---|-------------------|-------------------|-------------------|
|   | APPROVED          | REVISED           | REQUESTED         |
| EMPLOYEES SERVICES  | \$ -              | \$ -              | \$ -              |
| SERVICES AND SUPPLIES                                     | 200,000           | 200,000           | 313,000           |
| CAPITAL OUTLAY  | -                 | -                 | -                 |
| Subtotal (Total Department-Controlled Expenses)           | 200,000           | 200,000           | 313,000           |
| INTERNAL SERVICES   | -                 | -                 | -                 |
| Subtotal (Total Department Expenses before Reallocations) | 200,000           | 200,000           | 313,000           |
| REALLOCATIONS   | -                 | -                 | -                 |
| <b>TOTAL FOR FOSTER CITY CONNECTIONS SHUTTLE</b>          | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 313,000</b> |

## DETAIL LINE ITEM REPORT

CITY MANAGER - CONNECTIONS SHUTTLE PROGRAM    Account: 499-0840-463    SHUTTLE FUND

| <b><i>Services and Supplies</i></b>             | Approved<br>2008-2009 | Requested<br>2009-2010 |
|---|-----------------------|------------------------|
| 499-0840-463-4249    ADVERTISING AND PROMOTIONS | \$9,100.00            | \$9,100.00             |
| Subtotal  | <b>\$9,100.00</b>     | <b>\$9,100.00</b>      |
| 499-0840-463-4251    CONTRACTUAL SERVICES       | \$190,900.00          | \$303,900.00           |
| Subtotal  | <b>\$190,900.00</b>   | <b>\$303,900.00</b>    |
| <b>Services and Supplies Total</b>              | <b>\$200,000.00</b>   | <b>\$313,000.00</b>    |
|   |                       |                        |
| <b>CONNECTIONS SHUTTLE PROGRAM Total</b>        | <b>\$200,000.00</b>   | <b>\$313,000.00</b>    |